

ROUTING AND TRANSMITTAL

12-30-81

TO: (Name, office symbol, room number,
building Agency/Post)

Initials

Date

1.

2.

3.

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5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Bob,
I think these requirements
must be surfaced and dis-
cussed at the EXCOM when
you brief on your progress.
This is an Agency problem
that needs to be addressed by
that body - Agree?

DD/A REGISTRY

FILE: 38

DO NOT use this form as a RECORD of approvals
clearances, and similar action

sals,

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

☆ GPO : 1980 O - 311-156 (17)

MEMORANDUM FOR: Harry Fitzwater
Deputy Director for Administration

FROM: [REDACTED]
Information Handling Systems Architect

SUBJECT: Initiation of IHSA Projects Review

REFERENCE: a. Memo for EXCOM from Robert M. Gates, Director,
DCI/DDCI Staff, Subject: Minutes of EXCOM Meeting
of 24 July 1981; Dated 29 July 1981; SECRET,
(EXCOM 81-9032)

b. Memo for DDA from [REDACTED] Subject:
Proposed [REDACTED] and Proposed [REDACTED] Both
Regulations Pertaining to the Office of the IHSA

STAT
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1. Reference (b) correctly surmized that the acceleration of the strategic planning program of the IHSA staff from two years to one by the EXCOM placed a significantly expanded workload on the staff. For a while, there were hopes in the office that the workload would become lighter after completion of the first phase of the strategic planning. This would allow at least some of the program interaction responsibilities to be executed. We have tried to work out a way to perform the total assigned mission of the IHSA with the assigned staff, and have to acknowledge now that we simply cannot. The strategic planning effort will consume the bulk of our staff resources through completion of Phase III of the strategic planning effort (about five months), and probably through completion of the first years' Strategic Plan for IHSs (31 August 1982).

2. Our current staff consists of six professionals, one of which is on temporary assignment from OC for six months. There is one support person. In addition, we have one additional planned position for a second support person. This position is for a junior data processing individual to develop and maintain the data base of Agency IHS assets, expenditures and budgeting required of the office. We have not pursued filling this position because it interrelates with the program interaction function of the IHSA, which is currently stalled, and because it will require about six professional man-months to design the data base and establish the system

for acquiring and processing the data. Because we have not had the latter available, we discussed with CMO/DDA the possibility of supplementing the IHSA staff with a permanently assigned junior administration careerist permanently assigned to the IHSA staff. Such an individual would also support the staff by helping collect the voluminous data needed by the professional staff to track programs and perform cost analyses and evaluations. ✓ MG?

3. An estimate has been made of the minimum additional professional time required to perform the project tracking function over the next calendar year. It was based upon a quick estimate of the man-months of professional time required to track each of the project areas that are significant in the context of either [] or the IHSA architecture integration functions. These are the minimum amounts believed necessary to perform the functions and these estimates are presented in Attachment 3. It adds up to three man-years. STAT

4. It should be recognized that other architecture functions are still not included. The analysis of network architecture with respect to such factors as interfacing, throughput, control, and reliability/availability are heavily dependent upon contractor support, for which there appears to be no prospect of support in FY82. Such work would also require an associated professional effort at a minimum level of one equivalent man-year. ||

5. What it all adds up to is this:

- o Without additional professional resources the IHSA staff will essentially only be doing strategic planning of the Agency's IHSs for FY 1982. ✓
- o To implement [] interacting with systems; work the Agency architecture problem; and perform the IHS data collection and analysis function will require a minimum of five additional professionals and one support person. It will also require the provision of the \$500K IHSA budget for the purposes identified, now unfunded, even || were a supplemental obtained.

If the 1982 effort remains focused on strategic planning, much of the anticipated benefits of this planing are likely to be vitiated by the fact that a number of large, key projects are taking form now. These include CRAFT, NDP, MERCURY, MHF, LINS, and Payroll. The history of information resources management is that once non-interoperable systems are set in place, there modification to achieve interoperability is generally impractical. It is necessary to await the next generation of systems to achieve interoperability. That's a longer time from now than our strategic planning covers.

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